

Castlebrae Community High School

Departmental Improvement Plan

2006-2007

*Modern Languages
Department*

Castlebrae Community High School
ML Department Improvement Action Plan 2006-2007

Priority 1: Managing behaviour		
Objective 1.1 : To improve the learning and behaviour of the most challenging pupils		
Key area Ethos Support for pupils Attainment	Quality indicator(s) 3.4	
Faculty/department aim(s) Meet pupils' learning needs	School improvement objective(s) 1.5, 2.1	
Success criteria Transferable strategies developed to support learning needs. Improved commitment of learners. Improved attainment by learners.		
Resources (including CPD) CPD "maximizing potential" SfL teacher (Mark Quin) Behaviour support teacher (Stewart Lowe) Classroom assistant (Sharon Street) Head of Department Class teacher (Annabelle Bossard) Time for meetings Time for keeping log Money to create additional resources (development fund)	Monitoring and evaluation Minutes of meetings Classroom observations Log of what works related to specific learning need Teaching plans	
Tasks 1. Attend in-service 2. Liaise with SfL and behaviour support 3. Agree composition of the class 4. Follow "Maximising potential programme"	By whom AW, AB, AW AW,AB,SL, SS,MQ AB,SL,SS, MQ AB 6 AW 1	Timescale Sep-06 Sep-06 Sep-06 September 06- June 07

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Priority 2: Learning and Teaching		
Objective 2.1: To enhance the use of technology in learning		
Key area Learning and teaching	Quality indicator(s) 3.2	
Faculty/department aim(s) Promote the use of ICT in language learning	School improvement objective(s) 2.7	
Success criteria Quality of learning improved through the use of ICT Access to resources improved through the use of the internet		
Resources (including CPD) ML staff time Studywiz website ML website Audacity website	Monitoring and evaluation Student feedback Staff observation and feedback Websites SMT link meeting notes Teaching plans	
Tasks 1. Upload existing resources to Studywiz. 2. Provide passwords to learners. 3. Develop ML website 4. Develop listening tasks using Audacity 5. Upload listening tasks to network/studywiz	By whom AB AB AW SA SA AB 5.0 AW 6.0 SA 7.0	Timescale Dec-06 Dec-06 September 06-June 07 September 06 - June 07 September 06 - June 07

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Priority 2: Learning and Teaching		
Objective 2.1: To enhance the use of technology in learning		
Key area Learning and teaching	Quality indicator(s) 3.2	
Faculty/department aim(s) Promote the use of ICT in language learning	School improvement objective(s) 2.7	
Success criteria Quality of learning improved through the use of ICT Existing resources better employed		
Resources (including CPD) ML staff time Smartboard software Existing resources Existing IT software Int 2/Higher German textbooks (development fund) Higher French textbooks (development fund) Headsets and splitters	Monitoring and evaluation Student feedback Staff observation and feedback Network resources/ Teaching plans SMT link meeting notes DM minutes	
Tasks 1. Develop smartboard lesson plans for current teaching groups 2. Develop weekly plans to support learning of S4-S6 (Higher French) 3. Develop weekly plans to support learning of S4-S6 (Higher German) 4. Develop weekly plans to support learning of S4-S6 (Int 2 German) 5. Plan integration of Harcourt packs, Kar2ouche and Red Herring into syllabus. 6. learn how to use all the facilities in Kar2ouche.	By whom AB SA AW AB AW, SA SA SA SA AB 10.0 AW 8.0	Timescale September 06-June 08 September 06-June 07 September 06 - June 07 September 06 - June 07 Dec-06 Apr-07

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Priority 3: Develop, implement, monitor and evaluate policies and processes		
Objective 3.1: to improve formative and summative assessment		
Key area Monitoring progress and achievement	Quality indicator(s) 4.4	
Faculty/department aim(s) To promote use of formative and summative assessment and target-setting	School improvement objective(s) 3.2	
Success criteria Assessments accurately reflect learners' levels ML staff confident in national standards ML assessment records are available and accurately reflect learners' current levels of achievement Bank of assessment materials available to primaries and secondary Standards agreed with primaries		
Resources (including CPD) ML staff time SQA "standards" materials HMIe Talk video Talk project Primary meetings Passports	Monitoring and evaluation Passports Website ML folder on network ML classroom folders Improved accuracy of SQA estimates Improved accuracy of SQA appeals	
Tasks 1. Develop 5-14 assessments bank 2. Assessment bank to website 3. Crossmarking of prelims, writing folios and speaking tests 4. View and discuss HMIe video 5. Read and discuss Talk project 6. Read and discuss SQA standards materials 7. Evaluate P6/7 passports 8. Develop passports to S3	By whom ML cluster group AW AB AW SA AB AW SA ML cluster group AB AW SA AB SA AB SA AB 12.0	Timescale September 06-June 08 Jun-07 December 06 and Mar-07 Dec-06 Feb-07 Nov-06 September 06 - June 08 September 06 - June 08

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Priority 4: Provision and management of resources and accommodation		
Objective 3.1: to improve departmental facilities		
Key area Resources	Quality indicator(s) 6.1	
Faculty/department aim(s) Effective teaching and learning	School improvement objective(s) 4.1	
Success criteria ML network resources clear and easily accessible ML Base and Store rooms reorganized and rationalized to reflect current curriculum ML departmental handbook updated to reflect current practice		
Resources (including CPD) ML staff time Models of good practice for handbook	Monitoring and evaluation ML folder on network Storage and retrieval facilities ML handbook	
Tasks 1. Reorganise store room 2. Reorganise Base 3. Obtain samples of good handbooks 4. Revise handbook	By whom AB AW SA AB AW SA AW AW AB 6.0 AW 12.0 SA 6.0	Timescale Dec-06 Jan-07 Dec-06 Jun-07